

# **Maine Center for Disease Control and Prevention WIC Nutrition Program**

Effective: October 1, 2011

Policy No. VM-9

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## **Staff Training on Vendor Management**

### **Authority**

7 CFR §246.4(a)(14)(ii),(iii),(iv),and (xi)

### **Policy**

1. Routine formal training is required for State Agency staff regarding vendor management practices covering the following:
  - 1.1. Vendor selection and authorization
  - 1.2. Vendor training
  - 1.3. Routine monitoring
  - 1.4. Compliance investigations
  - 1.5. Inventory audits
  - 1.6. Corrective actions and sanctions
  - 1.7. Criminal investigations
  - 1.8. Vendor appeals and administrative reviews
  - 1.9. Federal and State WIC regulations
  - 1.10. Prevention of vendor fraud and abuse
  - 1.11. WIC/SNAP information sharing
  - 1.12. High-risk vendor identification
  - 1.13. Vendor management information system